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~~Security Information~~

January 1953

MEMORANDUM FOR: DEPUTY DIRECTORS
ASSISTANT DIRECTORS

SUBJECT: Nominations to the National War College

1. The Central Intelligence Agency has received a quota for three civilians to attend the 1953-1954 course to be conducted at the National War College. In compliance with CIA Regulations Numbers [REDACTED] it is required that:

- a. The quota be filled with highly qualified, career CIA officers.
- b. All requests for nomination from persons meeting the qualifications stated in this memorandum be forwarded to the Registrar, OTR, Room 17, [REDACTED] with endorsement by the applicant's Office Head of approval or disapproval and any pertinent information that may aid the selection board.

2. Applicants must possess these minimum qualifications:

- a. Clearance through Top Secret.
- b. GS-14 or above, or commensurate position.
- c. Male
- d. Age 35 to 45 inclusive: desirable.
- e. Bachelor's degree minimum, or experience equivalent.
- f. Fully qualified to make a substantial contribution to the course at the National War College based on his authoritative experience with the mission and functions of CIA.
- g. Reserve officer status desirable, but not obligatory.

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3. Course details follow:

- a. Reporting date - 20 August 1953
- b. Duration of Course - Ten months
- c. Graduation - 15 June 1954
- d. Place - Fort Leslie J. McNair, Washington, D. C.
- e. Brief of Course Mission - To prepare selected officers of the Department of Defense, and officers of the State Department and other executive departments, for joint staff and command duties on the highest level, and for the performance of strategic planning duties in their respective departments in behalf of the national security.

4. Will you please take the following action:

- a. Insure that all of your employees meeting the minimum qualifications stated in Paragraph 2 of this memorandum are given the opportunity to apply in writing for this course.
- b. Forward all these applications by Wednesday, 3 April 1953, to the Registrar, OTH, Room 17, [REDACTED] including with each application:
 - (1) Statement of your approval or disapproval. In either case a statement relative to reasons for recommendation will be valuable to the Selection Board in arriving at a decision.
 - (2) A statement regarding other schools for which applicant should be considered in the event of non-selection for this course, i.e., Industrial, Army, Navy, and Air War Colleges. These courses start about the same time. Selection Boards for these schools will be convened immediately after selection of candidates for the National War College.

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(3) A brief personal history summary of the applicant, and any relevant information that you feel should be brought to the attention of the selection board. It would be appropriate for applicants for this school to indicate a special research project they wish to pursue, concurrent with schooling, provided the necessary free time is available.

4. If your Office has no applicants, will you please forward that information in writing by Friday, 15 May 1953, to the Registrar, OIR, Room 17, [REDACTED].

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5. A suggested application form is attached.



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MATTHEW BAIRD
Director of Training

Attachment: Application form

cc - Training Liaison Officers

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